CBS STATUS REPORT

FOR

Bureau CBS Communications and Scheduling Meeting

April 21, 2005

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1. OVERVIEW OF SCHEDULING:

The current anticipated programming delivery schedule for this year is as follows:

1. Completed: October Maintenance Release
2. Completed: December Maintenance Release
3. Completed: CCR Phase 1 Delivery
4. Completed: January: CCR Phase 2 Delivery
5. Completed: February: Maintenance Release
6. Completed: February: Disbursement Report (Support Erroneous payment reporting).
7. Completed: March: SF-224 Project.
8. Completed: March: CSTARS (ORSI Interface).
9. Completed: March: Prior Year Adjustments Phase 2.
10. Completed April 15th: Maintenance Release to include 22 ARs
11. June 1st: Trial Table Update Phase 1 (new table structure).
12. June 1st: Budget Module Enhancements.
13. June: Maintenance Releases.
14. August Maintenance Release

NOTE 1: The SF224 MOU with NIST was completed. One of the additional CSC developed AR's, which NOAA indicated was necessary for the SF 224 report, related to NFC Labor interface was delivered on April 19, (AR 16535).

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| Deleted: is currently in functional testing |
| Deleted: The functional testing is scheduled to be completed on April 18th. |

New Project requirements/programming starts for the remainder of this fiscal year

1. Funds Control on Batch processes
2. E-Travel – Requirement ready, begin programming of interface
3. Trial Table Update Phase 2
4. Mass Reclassification
5. Reimbursable Agreement (Post WIP to match Revenue to customers)
6. On Top Adjustment Screen for financial Statement Operations
7. CCR-Disbursement Phase 3

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NOTE 2: The Reimbursable Agreement Module enhancements for Phase 1 and phase 2 are being delivered as part of the regularly scheduled Maintenance Releases.

NOTE 3: Level 1 actions are not shown in the delivery schedule but are occurring each week.

NOTE 4: The CRS will also be enhanced this year to include Performance Metrics and a Secretary's view. These enhancements will likely not affect CBS system modules and therefore are not shown in the list above.

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2. TOP TEN PROJECT LIST

The OFM has begun or is planning work on 7 of the top 10 projects for FY 2005. NOTE: Multiple Funding Sources on a Single Project (Item number 10) was planned to be completed as part of the Trial Table and Posting Routine Enhancements.

The Bureaus have unanimously agreed to withdraw Item Number 10 from the FY 2005 List of CSC Priorities. The basis for their decision is that it would cause too many data entry errors if the current value of fund and program were not linked to a project and thereby are automatically selected for a transaction. **As the Executive Board approved the priorities for FY 2005, they need to approve this change.**

See the table below for the top 10 projects for FY 2005 and an overview of the current status.

List of Projects Prioritized for 2005 on September 20, 2004	Status		Bureaus' Priority Assigned			
	Current Phase	**To Be Delivered**	**Census**	**EDA**	**NIST**	**NOAA**
1. TRIAL TABLE & POSTING ROUTINE ENHANCEMENTS	Phase 1 – Development	June 1,2005	1		2	
	Phase 2 – Requirements	2006				
	Phase 3 – Not Started					
2. FUNDS CONTROL FEATURES ON KEY CFS PROCESSES	Requirements	2006	4			2
3. REORGANIZATION MODULE **(Renamed Mass Reclassification)**	Requirements	Early 2006				1
4. REIMBURSABLE MODULE ENHANCEMENTS	Phase 1 – Completed	Dec. 2004			1	
	Phase 2 – Development	Maintenance April/June/ August				
	Phase 3 – Requirements	2006				
5. BUDGET EXECUTION MODULE ENHANCEMENTS	Phase 1 – Development	June 1, 2005	2			3
	Phase 2 – Not Started					
6. CLOSING PROGRAM TO CREATE LOWER LEVEL BALANCES	Not Started		3			
7. SIMPLIFY POPULATING COST ALLOCATION TEMPLATES.	Not Started				3	
8. DOCUMENT NUMBER LINK BETWEEN AP & AR MODULES	Not Started				4	
9. FINANCIAL STATEMENT ON-TOP ADJUSTMENT SCREEN	Requirements				5	
10. MULTIPLE FUNDING SOURCES ON A SINGLE PROJECT **(Included with Trail Enhancements Phase 2**	Requirements – Decision from Executive Board on Bureaus request to remove from the list is pending.	2006	5			

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2.1. *Trial Table and Posting Routine Enhancements:*

Overview: This Enhancement will make changes to the structure of the CFS Trial Table; update the posting process to utilize the new fields, and centralize the posting process to simplify future maintenance of the posting code. This project will implement an enhancement to the project number to allow a single number to have many different funding sources. Decision from Executive Board on Bureaus request to remove from the list is pending.

Strategy: The project will be completed in three phases over two years. The phases include:

- Phase 1: Expand the trial table structure to add, remove and change the existing data elements to accommodate new reporting and processing requirements for General Ledger Level Data. Phase Deliverable: install the new Trial Table structure in the production environment without making any changes to the data that is captured in the table.

- Phase 2: Update the business rules for posting data to the trial table to create a set of standard rules for each data element in the Trial Table. Build a centralized posting module that incorporates these rules. Phase Deliverable: Install the new posting module into production so it is performing the posting function. The new business rules will not be engaged at this point.

- Phase 3: Update each of the CFS data capture modules (about 80 packages, processes, and screens) to follow the new posting business rules. Phase Deliverable: Each data capture process will be modified to incorporate the new business rules for the Trial posting process. Values for the new data elements will now be captured and stored in the Trial Table. The new data elements and business rules will be applied to data stored in the CFS and bureau Data Warehouses.

Status: Karen McBride is the functional lead and Bill Isbell is the technical lead for this effort. The Phase 1 draft Detail Design Level (DLD) was submitted to the Bureaus for review/comment. DLD walk-thru was held on April 11th and 12th. Comments on the DLD are due by COB April 14th. Programming is on track for delivery on June 1, 2005. We expect that the Trial Enhancement and the budget execution module enhancements will be installed together.

Issues: No open issues at this time.

2.2. *Funds Control Features on Key CFS Processes:*

Overview: This enhancement will introduce automated features to prevent batch processes from posting to projects when those projects do not have sufficient funding for the charges. The process will: 1)Retain the transaction in a suspense status until the posting issue is resolved,; 2) Apply a default accounting code (post to a clearing project); or Implement a commitment step in the posting process. The option used will depend upon the batch process involved.

Strategy: Due to the enhancement of the Accounts Payable Standard Interface (APSI) as a part of the eTravel Interface project, funds control for no match invoices will be addressed as part of Phase II. Phase I will address:
- funds control issues for the NFC Labor Interface,
- adding additional functionality to the Funds Override routing to match current Workflow capabilities,
- adding the ability to establish a 'super' pool for object classes so bureaus can control funds for Salaries/Labor and Other

Status: Karen McBride has been assigned to develop the requirement document and this effort is starting on February 28, 2005. Janie Ma is the technical lead for this project. The bureau project team is meeting weekly to define requirements. The requirements document will be completed by April 29, 2005.

Issues: No Issues at this time.

2.3. Reorganization Module (Mass Reclassification):

Overview: This enhancement will create a module that can change the Accounting Classification Code Structure (ACCS) values assigned to individual transactions that have been posted to the system tables. The process is intended to support re-organizations and financial transaction re-alignment. The OFM CSC has completed the design and partial development of the management module (for the Organization Code Segment of the ACCS) for this project. The system update processes and the features in the management module that pertain to other ACCS code segments still need to be developed. This process updates all affected tables within the CFS.

Strategy: The strategy for this project is to create a process for changing values for the fund and/or program code and/or project segment of the ACCS. The bureaus have expressed a desire to have this capability ready for use in early FY-2006. The remaining features will be added as a future CBS project initiative and will need to be prioritized.

Status: Lynn Wilson has been assigned as the functional lead and Ken Pooton is the technical lead for this project. The requirements schedule is as follows:
> *Draft FRD*   *April 12, 2005*

Walkthru of FRD	*April 19, 2005*
Comments from Bureaus	*April 26, 2005*
Final Draft to Bureaus for Approval	*May 2, 2005*
Approval Requested	*May 9, 2005*

Issues: Interfaces will be an issue. Bureaus will need to evaluate the impact to their non-standard feeder systems.

2.4. Reimbursable Module Enhancements:

Overview: This project will make changes to the reimbursable agreement module components to address usability issues discovered as the result of experience over the past year of live operations.

Strategy: This project will be completed in three phases. The first two phases will address the simpler issues as small efforts and deliver the enhancements as part of the maintenance releases. The third phase will implement changes to the existing WIP process to update its business rules and to provide for posting of allocated cost at the time of allocation.

Status: Jeff Martin is the functional lead and Ken Pooton is the technical lead for this project. The first phase of this project has been completed and the code was delivered in the December maintenance Release. Phase 2 of this effort is in the development Phase. There are four ARs, there current status is as follows:

- AR# 15745 was delivered in the April Standard Maintenance Release on April 15th
- ARs 16415, 16457, and 16443 are being evaluated for the June/ August Standard Maintenance. The level of effort for the 3 ARs is 550 hours for the programming. The complexity of these ARs and the demand on the maintenance resources has impacted these ARs.. While a delivery date was never confirmed for these ARs, the goal was to deliver them earlier.

The Phase 3 requirement effort addresses the changes to the WIP process needed to correctly post revenue to customers in time for financial report preparation each quarter and at year end. The due date for the Phase 3 requirements has been changed and will be completed on April 29, 2005. The requirement delivery date changed because of a delay in completing the draft requirement. The programming delivery date for this phase will be determined when the requirement document is completed.

2.5. Budget Execution Module Enhancements:

Overview: This enhancement will make a number of changes to the budget module to add data elements needed for reporting, facilitate use of Category B pools, and re-engage the sub-allotment process.

Strategy: This project will be completed in two phases. The sub-allotment part of the effort will be completed as Phase 2. All other requirements will be completed in Phase 1. The Phase 1 effort is dependent on changes to the CFS Trial table and will therefore be scheduled for delivery with the Trial Update Phase 1.

Status: Karen McBride is the functional lead and Janie Ma is the technical lead for this project. The requirement for Phase 1 was completed in December and bureau approval process has been completed in January. The project is now in the design phase and is on schedule for delivery in June. Comments have been received from the bureaus on the Detail Design Document (DLD). The Final DLD was sent out to the bureaus on 4/12/05. We are on target for testing to begin on May 1st. Code will be delivery to the bureaus on June 1st, along with the TRIAL Phase I Enhancement.

Issue: The Budget enhancement is dependent on the Trial Enhancement Code, thus the Trail Enhancement Code must be installed before the Budget code. The Budget Enhancement code must be installed into the production environment before FY 06 transactions are entered. Any transactions that are recorded for FY 06 in the existing Budget screens **must** be backed out and re-entered in the enhanced Budget screens. The Budget Enhancement project budget and schedule does not include data conversion. The Budget Enhancement FY05 project schedule estimated a 4-6 week testing period at the bureaus. Therefore, it was estimated that the enhanced Budget screens would be promoted into production and available to users on or around mid to late July.

The scheduling for the Phase 2 requirement is pending the assignment of resources.

2.6. Financial Statement On-Top Adjustment Screen

Overview: This enhancement will create an adjustment screen that can feed high-level adjustments into the financial reporting systems without directly posting to the CFS Trial Table (General ledger). This project includes the effort to update and coordinate the delivery of same data to the Department's CRS and Hyperion reporting systems.

Strategy: This project will be completed as an enhancement to the CFS warehouse and will be coordinated with the updates to the existing CFS sub-ledger reporting process.

Status: The functional lead on this project will be Lynn Wilson. Janie Ma
            will serve as the technical lead. Lynn has started researching and
            gathering requirements for this effort.

Issue: None

3. NEW PROJECT INITITIVES

3.1. E-TRAVEL INTERFACE:

Overview: This enhancement will implement a system interface that supports transaction processing with the eTravel Solution. The interface imports obligation and accounts payable transactions from the eTravel Vendor and will export traveler profiles and valid values for Accounting codes to the eTravel Vendor's system. The interface will utilize the TIBCO EAI products.

Strategy: This project will be completed as an upgrade to the existing CBS AP standard interface and will work in conjunction with the CSTARS interface.   The eTravel Team has signed a contract with the eTravel vendor and now expects to roll-out the eTravel system ahead of schedule. Therefore, this project will begin this year rather than next fiscal year as originally planned.

Status: The requirements document for this project has been completed. The CSC has received and reviewed a project proposal from Systalex. We are attempting to schedule a demonstration of the new eTravel System (EDS/Zegato) on Thursday, April 14th. The programming is still expected to be started in the next month. A full delivery plan will be developed. Karen McBride is the functional lead and Ken Pooton is the technical lead on this project.

There was an eTravel meeting on March 9, where a draft project plan was provided by Lutricia C. Jackson, Director, Office of Administrative Operations, Office of Administrative Services. However, the Team was asked not to distribute this plan as they needed to ensure that EDS had the resources available to support the effort. This draft plan included phased in dates for the Bureaus. Once a final plan is provided, it will be forwarded to the Bureaus.

Issues: Note: As of today, although requested on several occasions, we have still not received an updated project plan from the eTravel team.

4. PROJECT INITITIVES BEGUN LAST FISCAL YEAR

4.1. CCR:

Overview: This enhancement will implement a system interface and processing controls to import and utilize vendor data from the Central Contractor Registry (CCR). The enhancement includes a vendor data import function, an automated mapping process to match CFS vendors with CCR vendors, a conflict resolution process that allows users to pick vendors when more than one CCR records matches to a single CFS record, enhanced vendor research capabilities using the CCR data, and updates to the CFS disbursement operations to automatically hold disbursements to vendors when their CCR registration lapses.

NOTE: the CCR project is very closely coordinated with the CSTARS interface project. The Phase 1 and Phase 2 enhancements to the CFS to add the CCR functionality must be already installed and ready to use before the CSTARS interface code can be installed.

Strategy: This project will be completed in three phases as follows:
- Phase 1: Make changes to the CFS system screens needed to work with the CCR vendor data.

- Phase 2: Add new screens and processes to manage the CCR download and matching process (Vendor Matching Screens (VMS)) This phase includes completing a reconciliation of existing CFS vendor data to the CCR vendor database.

- Phase 3: Develop and deploy enhanced vendor query features that give users better access to the CCR vendor data and also implement controls over the CFS Disbursement process in accordance with CCR disbursement management rules. This effort will also include 3 disbursement reports.

Phase 1 and Phase 2 of this project was coded and delivered to each bureau for testing and deployment. Phase 3 will be completed by September of 2005.

Status: Jerry Rorstrom-Lee is the functional lead and Janie Ma is the technical lead for this project. Phase 1: The Phase 1 programming was completed and delivered on December 21, 2004. The OFM/CSC delivered a patch for the Phase 1 delivery to disconnect the Phase 2 portion of the code and allow the roll-out of the Phase 1 code to be completed as a normal release. This patch was delivered in January as a Level 1 action so the bureaus could move the code into production.

Phase 2: The Phase 2 was delivered to the Bureaus February 15, 2005. Testing of this code has been delayed due to issues with security and testing of third party vendor's code. The latest update for the CCR roll-out plan was issued on February 22nd. The OFM-CSC directed bureaus to begin the CCR roll-out on March 1.

The OFM CSC will make several additional software deliveries for CCR as follows:

1. AR 16534 is a security fix in the GCE application server, a resolution document was given to GCE to review and accept after it was finalized with the Bureaus. GCE delivered the fix to the CSC on April 14th. The CSC is testing the code.
2. Level one fixes to the CCR process include:
    - issues regarding payment method changes that could be incorporated when matching to CCR Vendors or when the ABA payment information is found to be incorrect,
    - inactive vendors
    - removing the dash from the TIN
    - CGE Patch SP19
    - Script to match CCR to CCR Vendors and to CFS Vendors
3. Future level 2 ARS, re-works arising during testing, will be delivered with the CSC Standard Maintenance releases. ARs falling under areas 1 and 2, cited above, are expected to be delivered in the April/May time-frame.

The first training class for CCR which targeted the technical side of its operations (audience is DBA's) was held on March 7, 2005. The functional training was held on March 24, 2005.

A CCR Roll-out Project Team has been formed and meets weekly to discuss and resolve any issues with the CCR Rollout. The first meeting was held the week of March 14th.

Bureau staff is testing the CCR roll-out and discussing the options for setting up the database with CSC/GCE programmers.

OFM-CSC has completed updating their Security Plan and Disaster Recovery plans for the CCR.

Phase 3: The design for the Phase 3 Code delivery has begun. Once the design has been completed, the schedule for programming, testing and, delivery of this code will be set by the Bureau Scheduling team - taking into consideration any end of year priority changes that may arise.

Issues: There a currently a number of open issues associated with the roll-out of the CCR as follows:

- The planning process has been delayed because of changing dates associated with code delivery issues from the vendor. The OFM-CSC needs to get final comments on the roll-out guide and bureau plans very quickly in order to complete the

CCR – CSTARS process by the end of May. If this revised schedule can be met, the remaining planned software deliveries can still be completed this year.

- A major security issue (AR 16534) was identified by the bureau technical staff regarding the operations of the WEB component of this enhancement. A proposal for the fix for this issue was developed and accepted by the bureaus. GCE accepted the proposal and delivered the revised code to the CSC on April 14, for testing.. The OFM CSC directed the bureaus to begin the vendor conversion effort roll-out before this fix is delivered.

- The roll-out of the CCR enhancement includes a CFS vendor reconciliation effort that will update the CFS vendor tables in the bureau's production environment. The point in the process where this occurs needs to be planned for a weekend which puts some limits on the roll-out scheduling.

- The CCR/CSTARS testing and promotion to production must be completed before any other follow-on delivery of CBS code can be installed. Delays in the CCR/CSTARS delivery, testing and promotion to production put the delivery process for the rest of this year at risk.

- Phase 1 and Phase 2 of the CCR project must be completed before bureaus can begin the CSTARS interface roll-out. It is expected that the CCR Phase 2 effort will take from 6 to 8 weeks.

4.2. CSTARS:

Overview: This project will develop an interface between the procurement operations software packaged called "CSTARS" and the CBS CFS. The interface will permit the CSTARS software to send Requisitions and Obligation documents to the CFS for processing. Individual requisition documents, purchase orders, and contract documents will be passed between the two systems as they are created by system users (near real time operations on a demand basis). This interface will also allow CSTARS to automatically add new vendors to the CFS vendor tables; coordinate use of CCR vendor data, and provide crosswalks between system vendor numbers for on-top vendors.

This interface will introduce Enterprise Application Interface (EAI) technology into the CBS operations. This technology will allow the interface to operate over the WEB and will facilitate cross servicing operations by automatically routing documents between each CFS and CSTARS site.

Strategy: This project will be completed by a combined DOC/CBS and CACI/CSTARS programming team. The development and

deployment process will be completed in a single phase following standard OFM CSC standards and practices.

Status: Programming was delivered on March 2, 2005. The Functional Lead for this effort is Jerry Rorstrom-Lee. Ken Pooton is the technical lead for this project

Bureaus have reviewed and commented on the CSTARS deployment plan. The CSC is reviewing and incorporating the bureau comments by April 15th. The CSC conducted the "Train-the-Trainer" training classes for the bureaus at the CSC on March 1 thru 14, 2005. The CSC conducted the CSTARS ORSI Open House on March 22, 2005. The purpose of this open house was to increase/solidify the Bureaus' knowledge of the CSTARS ORSI through system demos and hands-on exercises. During the day, the CSTARS ORSI Team held two system demos and gave users the ability to run training exercises with the guidance of system experts. The bureaus are building their CSTARS/ORSI test environments. The environments need to be completed so that testing and data conversion activities can begin this month.

Issues: Bureaus must have deployed Phase 1 and Phase 2 of the CFS CCR enhancement before bureau testing on the CSTARS interface can begin. Also, NIST is running a pilot version of the CSTARS interface. This will require a data conversion for some of the interface data management tables (e.g., the data in the document/vendor crosswalk tables that are maintained by the pilot interface will need to be migrated to the document/vendor crosswalk tables provided in the newer interface version.); and, will require careful management of the process that introduces the new interface code so that current interface operations are not disrupted.

Bureaus must have the TIBCO software installed and ready to use before the CSTARS software can be tested. These environments should be close to ready by this point in time. NOAA was having problems installing the TIBCO on their UNIX server. They have decided to use a Windows server instead, and should have the TIBCO software installed this month. Currently the instructions are for installation on Windows.

The deployment process introduces the CSTARS WEB Requisition features. This will require deployment to WEB servers and training for end users. The OFM-CSC is recommending that the testing and promotion of the interface software be disconnected to from the major elements of the Requisition roll-out in order to avoid and delays in the remaining planed deliveries of CBS software this year. This will take careful planning and preparation.

NOAA and NIST have identified issues with the integration of the CSTARS Web Requisitioning module (C.Request) and the CSTARS Client/Server Obligation module (C.Buy). The issues were evaluated within the CSC and OAM offices and the proposed actions forwarded to NIST for review and discussion. The document will be forwarded to all bureaus for review.

4.3. Prior Year Phase 2

Overview: This enhancement completes delivery of the full functionality needed to properly assign transactions to the prior year adjustment accounts in the general ledger. Phase 1 of this project was delivered last fiscal year and was deployed at the beginning of this year.

Strategy: This project will be completed following the standard OFM CSC processes.

Status: This project was delivered on March 31st. The functional lead for this effort is Sue Masser. Bill Isbell is the technical lead on this effort.

Issues: None.

4.4. SF-224:

Overview: This enhancement will update the SF-224 report to work with the CFS GUI Receivables module and will add features for making adjustments to the U.S. Treasury fund accounts at the Treasury Department.

Strategy: NIST provided the project team for this effort. The requirements, design and programming were to be completed following all of the OFM CSC project procedures and standards. Acceptance testing of the final code was to be conducted at the OFM CSC facility under the management of the OFM CSC acceptance test team.

Status: The NIST code for this effort was delivered to the OFM-CSC for testing on February 22, 2005, and was delivery to the Bureaus on February 28, 2005. The functional lead for this effort is Joe Burkot. Bill Isbell is the technical lead.

The SF-224 report out put uses the PDF formatting. The testing process at the OFM-CSC has determined that the technique used for the PDF formatting will not operate in all of the bureau's CBS environments. The SF-224 team resolved this issued and the code was delivered.

Four features were developed by the OFM-CSC. Three of the four AR's have been delivered to bureaus. One remaining AR (16535) is

currently in functional testing and was delivered on April 19th. These four features provide system generated cash adjustments for Labor (AR 16535), a small set of manual disbursement (AR 16521), a small set of collection actions (AR 16522) and a change for offset entries (AR 16555).

Issues: The requirements for the four features took longer that expected to complete causing a slide in the planned delivery schedule. The code already delivered and the code for the remaining AR will be delivered under a version that allows it to be installed before the CSTARS software.

4.5. Disbursement Report

Overview: OFM initiated an enhancement to the CFS to generate a standard system report that displays summaries of disbursement action counts and amounts for different categories of disbursement transactions. This report is to be used by bureaus as an aid for preparing the monthly erroneous disbursement reports.

Strategy: Develop a standard report that can be run using a CFS report launch screen.

Status: This report was delivered on March 2. The functional lead for this effort is Sue Masser. Bill Isbell is the technical lead.

Issues: None.

5. Web Migration Business Case

Staff completed data collections from all bureaus and conducted several Web Migration Working Groups meeting. Five alternatives were evaluated their feasibility by qualitative risk-based criteria, and three were selected for further quantitative analysis on the cost, benefits, and ROI. The group recommends alternative 3 to convert to Oracle Web Forms, Reports, and Database 10g then integrate applications at the user interface level. It has the low to moderate technical and implementation risk; the longest Oracle technical support period thru 2011 with best future upgrade path; and lower relative life cycle implementation costs, higher relative indirect end-user user productivity and deployment benefits. Results will be presented to the April 18 CBS Executive Board for approval and planning for the next phase of a 3-4 month period to develop a proof-of-concept prototype for validating the analysis and recommended web architecture. Lillian Yeh is the lead for this effort.